

# Marine Operations Center - Pacific (MOC-P) Program of Requirements



**NATIONAL OCEANIC & ATMOSPHERIC ADMINISTRATION**

Final Draft  
November 21, 2008

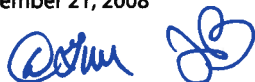


**FACILITY  
PROGRAMMING  
AND CONSULTING**

*atline JB*

## Introduction

Facility Programming and Consulting has been retained by Public Properties, LLC, NOAA's real estate contractor, to prepare this program of requirements for the National Oceanic and Atmospheric Administration (NOAA) of the U.S. Department of Commerce, to serve as an attachment to the Solicitation for Offers (SFO) for the Marine Operations Center – Pacific (MOC-P). This program is intended to give the design team a beginning “workbook” of spaces, as well as serve as a directory which will point to requirements that are listed in the SFO. **The building program is not intended to influence the creativity of the offeror's design team by advocating any design style or procedure.** All diagrams and drawings are intended to show the relationships involved and are provided as an example to augment the text. **The design team should not consider any of the diagrams to be a design directive.**



## Foreword

### Introduction

---



**FACILITY  
PROGRAMMING**  
AND CONSULTING

Frost Bank Tower, Suite 1100  
100 West Houston Street  
San Antonio, Texas 78205  
Phone: 210/228-9600  
Fax: 210/228-9697  
facilityprogramming.com

Architectural Programming  
Laboratory Planning  
Healthcare Planning  
Strategic Facilities Planning  
Needs Assessment  
Space Utilization Analysis

SAN ANTONIO | HOUSTON

*The contents of this document are not for regulatory approval, permitting or construction. The Offeror must engage a licensed architect to interpret this program of requirements and produce an appropriate design and related contract documents.*

*Draft published November 21, 2008*

## Table of Contents

1. **Purpose of this Document and its Relationship to the SFO** – This chapter describes why the project is required, affirms that it is in keeping with the stated direction of the institution and describes how the program supports the Solicitation for Offers.
2. **Measurement of Square Footage** – This chapter describes the guidelines for calculating square footage.
3. **Space and Adjacency Summary** – This chapter describes the overall size for each department and adjacencies between them.
4. **Space and Adjacency Detail** – This chapter presents room data sheets for the spaces within the departments.
5. **Pier Requirements** – This chapter describes the pier requirements for the project.
6. **Site Requirements** – This chapter describes the site requirements for the project.
7. **Other Requirements** – This chapter outlines other requirements for the project, including security objectives.
8. **Concept Diagrams** – This chapter illustrates a possible way to configure the required spaces.



## Foreword

---



## Purpose of this Document and its Relationship to the SFO

This document is the Program of Requirements (POR) for the MOC-P. It supplements the Solicitation for Offers (SFO) and provides additional information about the government's requirements for this project. This program serves the following purposes:

- To illustrate and provide additional detail relating to the building shell requirements for the MOC-P that are contained in the SFO
- To define the tenant improvements (TI) for the MOC-P in more detail

The requirements contained in this program have been segregated into two categories:

- Building shell
- Tenant improvement

This program does not attempt to re-write the requirements contained in the SFO. If a particular requirement is not addressed in this program, follow the direction provided in the SFO.

Where a specification in the POR is more stringent than, or conflicts with, the SFO, the POR requirement governs.

## Shell Building Requirements for Warehouse and Shop Spaces

In addition to the requirements in the SFO, provide the following shell building capability in the warehouse and shop spaces:

- Overhead Doors
  - Warehouse space requires 12' x 16' overhead doors
  - Electronics Engineering Branch Shop spaces do not require overhead doors into the spaces
- Lighting
  - Electronics Engineering Branch Shop lighting should be sufficient for detailed handiwork. 100 footcandles was requested, but LEED



## Purpose

### Description of Building Standards

---

considerations should also be taken into account when designing for appropriate lighting footcandles for the spaces.

- Ceiling heights
  - 18' clear ceiling for warehouse spaces with exposed painted structure
  - 9' clear ceiling for EEB Shop with exposed painted structure
- Electrical
  - Electronics Engineering Branch spaces: 208/240 volt single phase and 120 volt single phase, 150 amps
  - Maintenance Shops: 480 volt 3 phase, 150 amps
  - Boat Shed: 480 volt 3 phase, 120 amps
  - Warehouse: 480 volt 3 phase, 150 amps
- Plumbing
  - Restrooms for both sexes to serve all areas
  - Emergency shower and eye wash, outside of Electronics Engineering Branch shop
  - Floor drains in all shop and warehouse areas



# Measurement of Square Footage

**T**his program of requirements uses three types of square footage:

## Definitions of the Types of Square Feet

### Net Square Feet (NSF)

NSF is used to measure the size of an individual office, workstation or support room.

### Usable Sq. Ft. (USF)

Usable Square Feet (USF) is defined in the lease as ANSI/ BOMA Office Area Square Feet for Purposes of Measurement. For the purposes of this POR, usable square feet is the sum of each individual net area multiplied by a "circulation factor." The circulation factor is used to predict how much area is required for hallways before a space plan has been drawn.

The formula is:  $\text{Sum of Net Sq. Ft.} \times \text{circulation factor} = \text{Usable Sq. Ft.}$

In this document, we have applied the following circulation factors:

- |                                   |                           |
|-----------------------------------|---------------------------|
| ▪ For the Administration Building | Sum of Net Sq. Ft. x 1.35 |
| ▪ For the Shops Complex           | Sum of Net Sq. Ft. x 1.20 |
| ▪ For the Warehouse               | Sum of Net Sq. Ft. x 1.00 |

### Rentable Sq. Ft. (RSF)

RSF is the square footage as defined in the lease. RSF includes the total USF plus shared spaces that are necessary to the building (such as mechanical equipment rooms), and to allow for market conditions. Rentable Sq. Ft. is determined by multiplying the Usable Sq. Ft. times an "add- factor."

The formula is:  $\text{Usable Sq. Ft.} \times \text{add-on factor} = \text{Rentable Sq. Ft.}$

In this document, we have applied the following add-on factors:

- |                                   |                       |
|-----------------------------------|-----------------------|
| ▪ For the Administration Building | Usable Sq. Ft. x 1.15 |
| ▪ For the Shops Complex           | Usable Sq. Ft. x 1.05 |
| ▪ For the Warehouse               | Usable Sq. Ft. x 1.05 |





## Measurement of Square Footage

---

These factors are only estimates. The Offeror's architect is expected to design a fully-functional layout based on this program of requirements. Because each potential design and building could be different, the factors will also likely be different.



## Space and Adjacency Summary

**T**his section presents a roll-up of all of the space and adjacency requirements for the Marine Operations Center—Pacific. More detailed requirements for each area are contained in the following section.

The MOC-P is comprised of five different areas:

1. Administration Building
2. Shops Complex
  - Electronics Shop
  - Boat Shed
  - Maintenance Shops
3. Warehouse
4. Piers
5. Site Requirements (including contractor & hazmat facilities)

The requirements for the Administration Building are similar to any conventional office building. The three components that make up the Shops Complex are more industrial than the Administration Building, but have more technical requirements than the Warehouse. The Warehouse is a conventional high bay warehouse facility. These different types of area can be accommodated in either a single building or in multiple buildings. Because the project has not been designed, any number of solutions are possible. The diagrams in this program assume that the requirements are accommodated in two buildings.

1. Administration Building
2. Combination Shops Complex and Warehouse

Other solutions are acceptable.

All of the illustrations in this program are to assist the reader in visualizing the requirements. There are many different designs that can satisfy the requirements.



## Space and Adjacency Summary

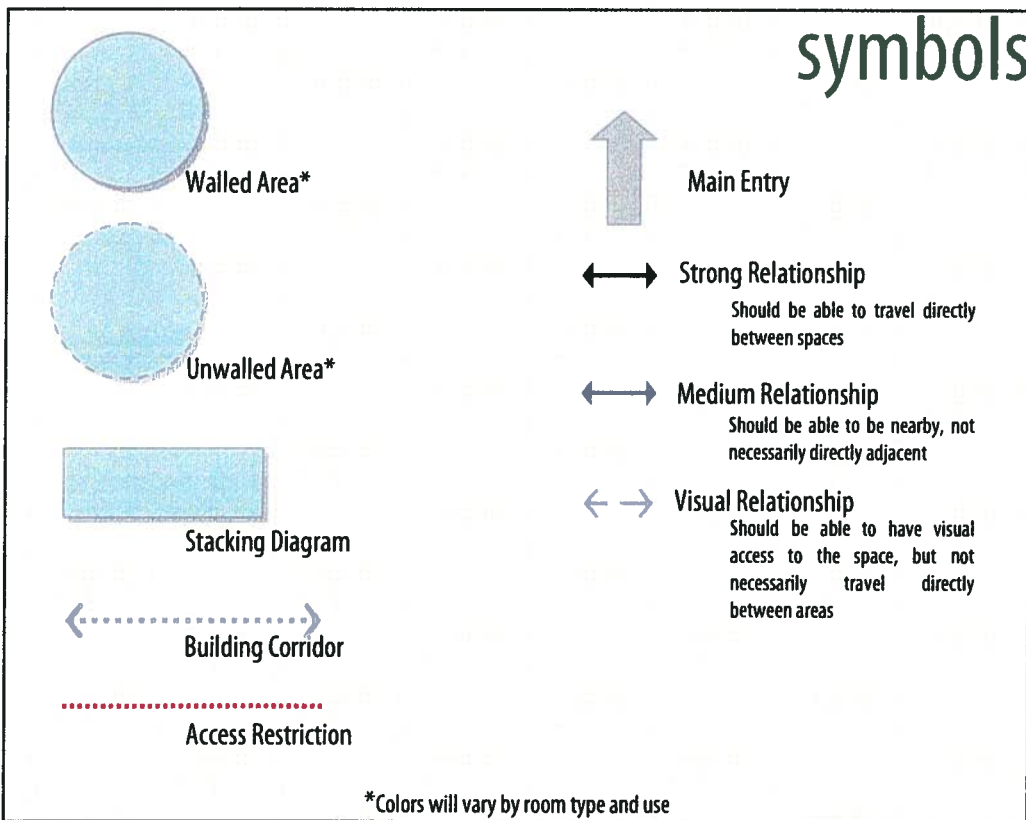
### Symbols

## Symbols

This section identifies the symbols used in this chapter.

## Symbols

The following symbols are used to illustrate key concepts in this chapter:



*Handwritten signatures*

**Space Summary:**

<b>Office Space by Division</b>	<b>Total Net SF</b>
Command Suite	720
Budget Office (Resource Management)	300
MPB, Marine Personnel Branch	444
Marine Operations	1,458
Marine Engineering Branch (MEB)	1,836
Electronics Engineering Branch (EEB) Offices	1,632
Shared Administrative Areas	2,650
IT	240
Health Services	1,034
Museum/ Archives	700
<b>Total Net SF Office</b>	<b>11,014</b>
<i>x 1.35 for Circulation</i>	
<b>Usable SF Office</b>	<b>14,869</b>
<i>x 1.15 for Add-on Factor</i>	
	17,099
<b>Rentable SF Office</b>	<b>17,100</b>

**Shops Complex Spaces** (includes shops, boat shed, and electronic shop/ lab)

<b>Boat Shed</b>	2,262
<b>Electronics Engineering Branch (EEB) Shop</b>	2,302
<b>Maintenance Shops</b>	2,263
<b>Total Net SF Shops Complex</b>	<b>6,827</b>
<i>x 1.2 for Circulation</i>	
<b>Usable SF Shops Complex</b>	<b>8,192</b>
<i>x 1.05 for Add-on Factor</i>	
	8,602
<b>Rentable SF Shops Complex</b>	<b>8,600</b>

**Warehouse \***

<b>Total Net SF Warehouse</b>	<b>5,144</b>
<i>x 1.0 for Circulation</i>	
<b>Usable SF Warehouse</b>	<b>5,144</b>
<i>x 1.05 for Add-on Factor</i>	
	5,401
<b>Rentable SF Warehouse</b>	<b>5,400</b>

**\* Additional Warehouse Requirement**

The SFO contains a requirement for additional General Warehouse Space depending upon the distance the project is located from the Western Regional Center

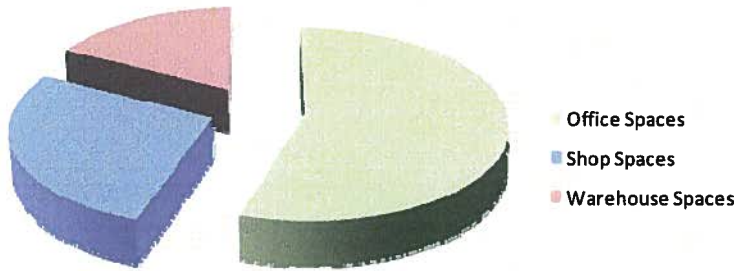
## Space and Adjacency Summary

### Summary Adjacency Diagrams

---

### Space Allocation Diagram

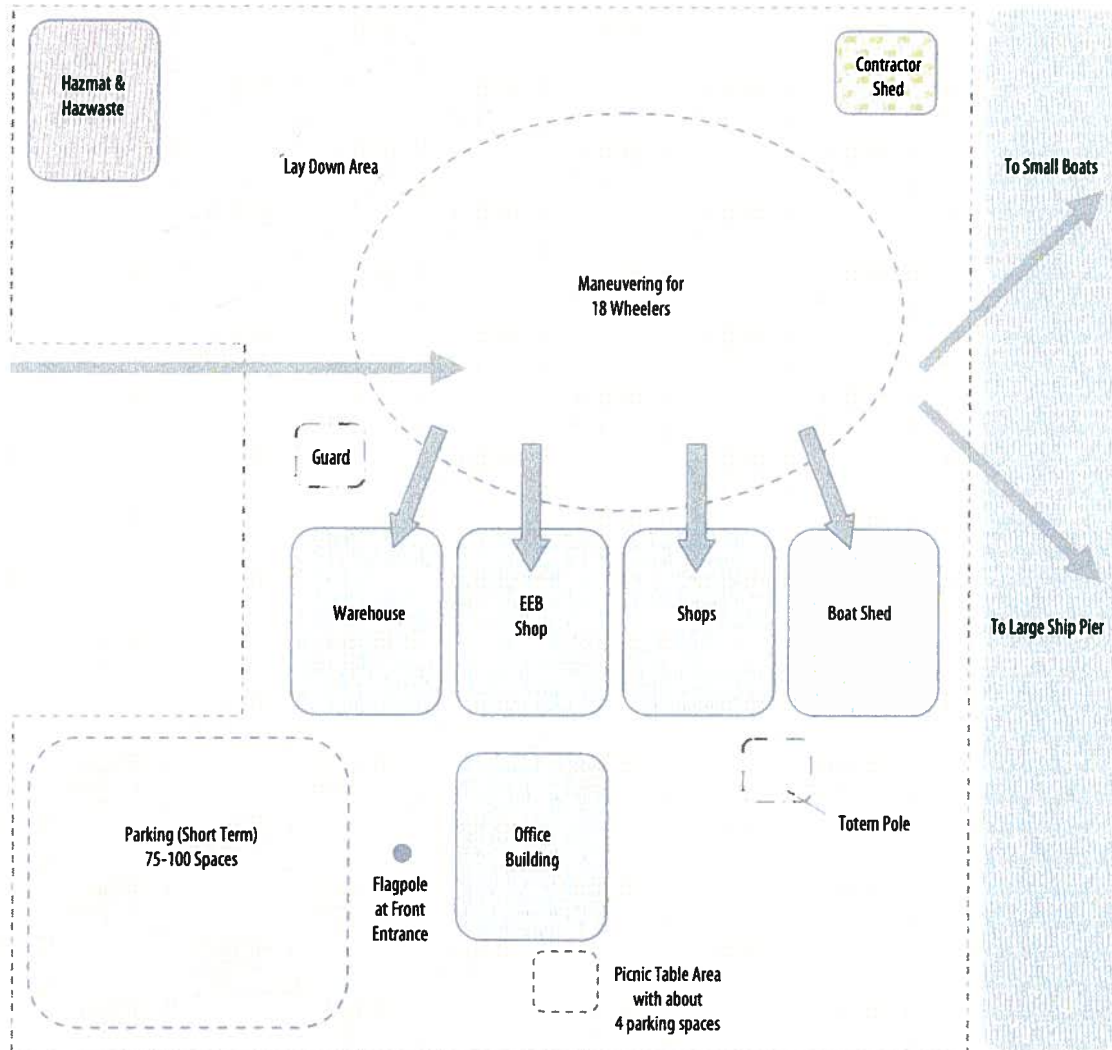
The space requirements on the previous page are shown graphically below:



*Handwritten signatures in blue ink.*

## Adjacency Diagrams

### Site Adjacency Diagram

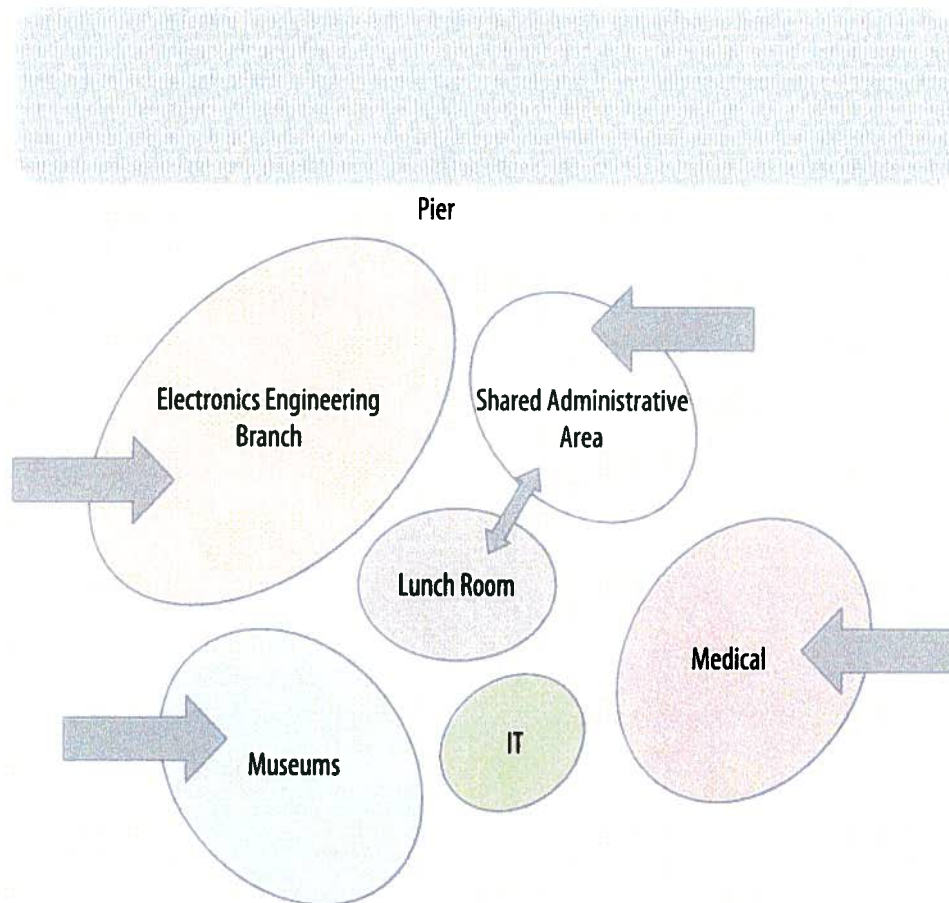


*Handwritten signatures and initials.*

## Space and Adjacency Summary

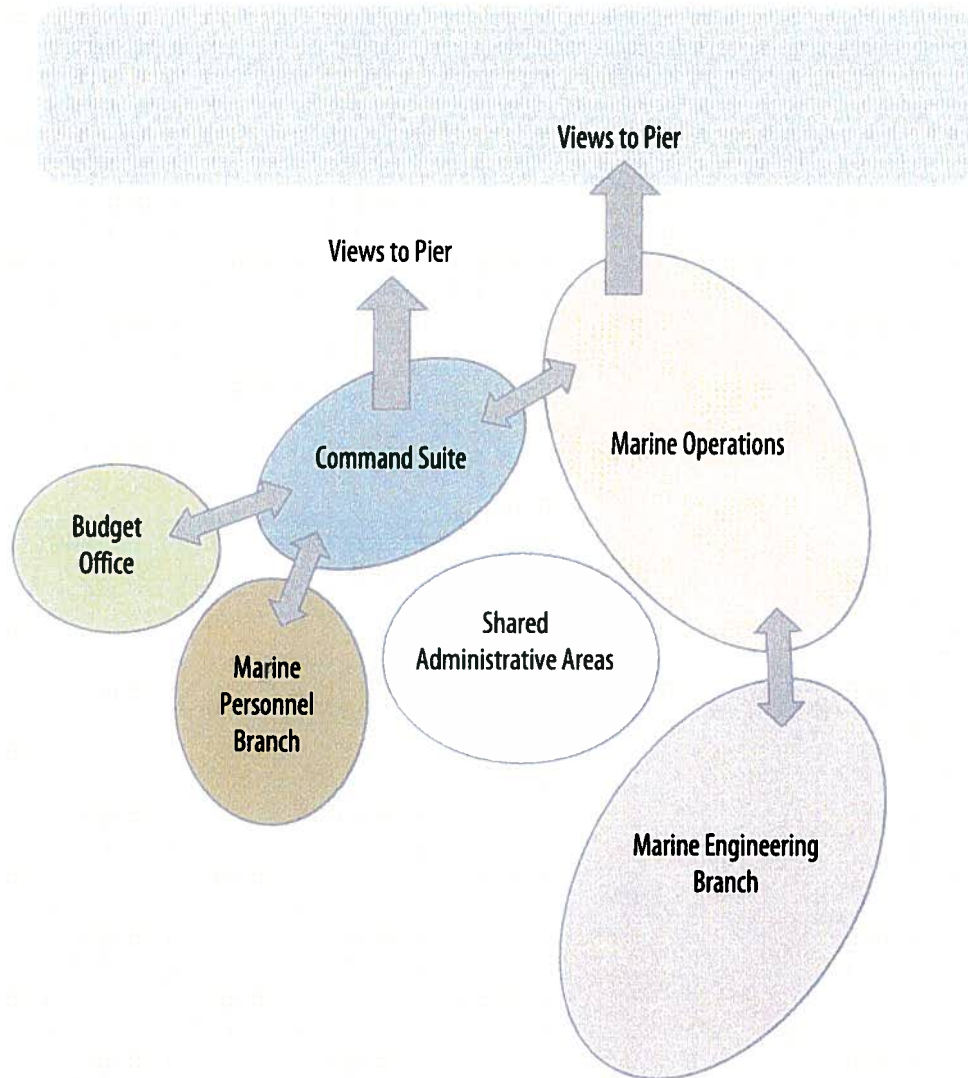
### Summary Adjacency Diagrams

#### Overall First Floor Administration Adjacency



*Handwritten signature/initials in blue ink.*

## Overall Second Floor Administration Adjacency



*Handwritten signatures and initials in blue ink.*

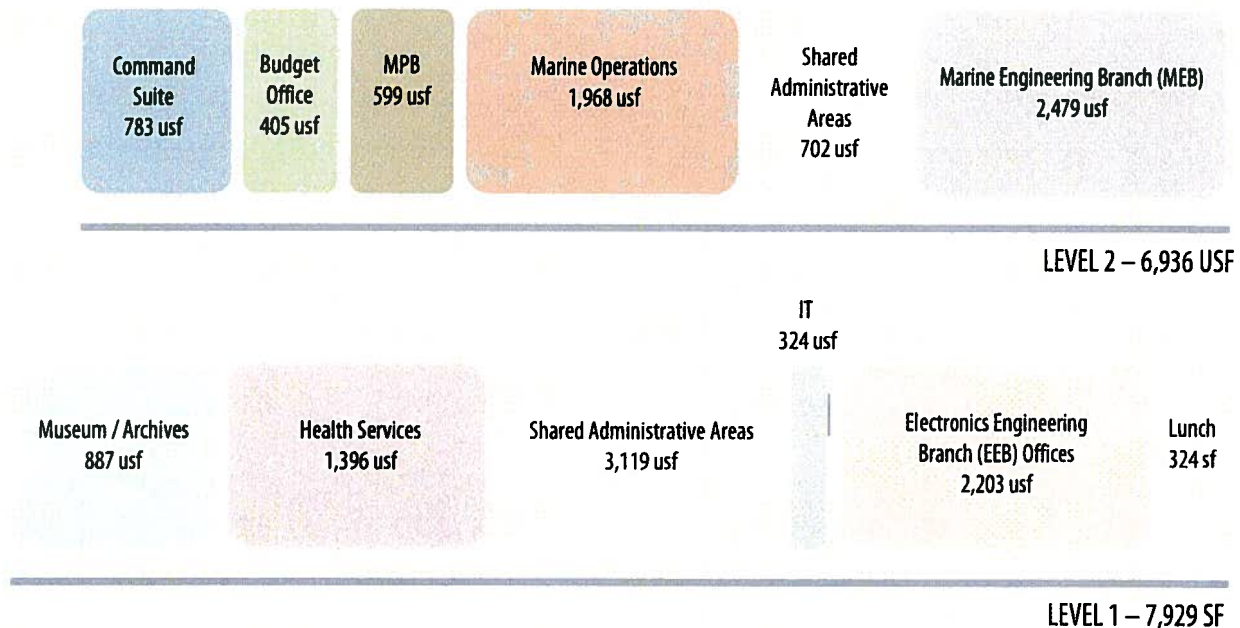


## Space and Adjacency Summary

### Summary Adjacency Diagrams

#### Administration Building Stacking Diagram

The administration building part of the MOC-P can be either one or multiple stories tall. The following diagram illustrates how the requirements could be accommodated in a two story building. Usable square footage figures are given below (net square footage x 1.35 factor for circulation).



*Square feet for each area includes circulation.*

*CSM JB*

## Space and Adjacency Detail

**T**his section contains the requirements for each division and functional activity. Space requirements have been projected using a consistent set of standard sized offices and workstations:

Large Office .....	150 net sq. ft.
Standard Office .....	120 net sq. ft.
Small Office .....	100 net sq. ft.
Workstation.....	72 net sq. ft.

The following pages contain the following information for each division and functional activity:

- General description
- Adjacency diagram
- Staff and space list showing the quantities of staff and rooms within this division or activity
- Room data sheets that contains the requirements for each room within this division or activity. Requirements on each room data sheet are separated by type:
  - Shell building requirements
  - Tenant improvements



## Space and Adjacency Detail

### Detailed Space List

### Detailed Space List

	Capacity	Quantity	Unit Net SF	Total Net SF
<b>Office Spaces</b>				
<b>Command Suite</b>				
Commanding Officer	1	1	@ 250 nsf	250
Executive Officer	1	1	@ 150 nsf	150
Secretary	1	1	@ 120 nsf	120
Waiting Area	1	1	@ 100 nsf	100
Shared Files	1	1	@ 100 nsf	100
<i>Subtotal Command Suite Office Space</i>				720
<b>Budget Office (Resource Management)</b>				
Team Leader Office	1	1	@ 120 nsf	120
Budget Analyst Workstation	1	1	@ 72 nsf	72
Financial Administrator Workstation	2	1	@ 72 nsf	72
Shared Files	1	1	@ 36 nsf	36
<i>Subtotal Budget Office Space</i>				300
<b>Marine Personnel Branch (MPB)</b>				
Office	1	1	@ 120 nsf	120
Workstations	1	4	@ 72 nsf	288
Shared Files	1	1	@ 36 nsf	36
<i>Subtotal Marine Personnel Branch Office Space</i>				444
<b>Marine Operations Section</b>				
Chief of Operations Office	1	1	@ 150 nsf	150
Deputy of Operations Office	1	1	@ 120 nsf	120
Crew Manager Office	1	1	@ 120 nsf	120
Deputy Crew Manager Workstation	1	1	@ 72 nsf	72
Operations Manager	1	1	@ 120 nsf	120
Environmental Compliance Office	1	1	@ 120 nsf	120
Environmental Compliance Workstation	1	1	@ 72 nsf	72
Staff Assistant Office	1	1	@ 120 nsf	120
Telecommunications Manager Office	1	1	@ 120 nsf	120
Workstations for Visitors/ VIP's	1	2	@ 72 nsf	144
Chart Storage (Large Flat Files)	1	1	@ 120 nsf	120
Print Station	1	1	@ 36 nsf	36
Waiting Area	1	1	@ 72 nsf	72
Shared Files	1	1	@ 72 nsf	72
<i>Subtotal Marine Operations Office Space</i>				1,458



# Space and Adjacency Detail

## Detailed Space List

	Capacity	Quantity	Unit Net SF	Total Net SF
<b>Office Spaces</b>				
<b>Marine Engineering Branch (MEB)</b>				
Chief, MEB Office	1	1	@ 150 nsf	150
Naval Architect Office	1	1	@ 150 nsf	150
General Engineer Offices	1	7	@ 120 nsf	840
Technical Information Specialist Workstation	1	1	@ 72 nsf	72
Financial Specialist Workstation	1	1	@ 72 nsf	72
Office Auto. Clerk Workstation	1	1	@ 72 nsf	72
Technical Library Area	1	1	@ 180 nsf	180
Print Room (2 plotters, scanner)	1	1	@ 120 nsf	120
Shared Files	1	1	@ 180 nsf	180
<i>Subtotal Marine Engineering Branch Office Space</i>				1,836
<b>Electronics Engineering Branch (EEB) Offices</b>				
Deputy Chief, EEB-Pacific Office	1	1	@ 120 nsf	120
Chief, Field Engineering Office	1	1	@ 120 nsf	120
Ship Representatives Offices	1	4	@ 120 nsf	480
Senior Engineer Offices	1	2	@ 120 nsf	240
Senior IT Technician Office	1	1	@ 120 nsf	120
Apprentice Engineer Workstation	1	1	@ 72 nsf	72
Admin. Office Manager/ Data Entry Workstation	1	1	@ 72 nsf	72
Physical Scientist Technician Workstation	1	1	@ 72 nsf	72
Resource Management Specialist Workstation	1	1	@ 72 nsf	72
Technical Library/Team Huddle Area	4	1	@ 120 nsf	120
Print and Copy Work Room		1	@ 72 nsf	72
Shared Files		1	@ 72 nsf	72
<i>Subtotal Electronics Engineering Branch Office Space</i>				1,632
<b>Shared Administrative Areas</b>				
Copy Room	1	1	@ 100 nsf	100
Building Lobby	1	1	@ 200 nsf	200
Multipurpose Conf./ Training Rm with Room Divider	1	1	@ 1,000 nsf	1,000
Small Meeting/ Contract Negotiation Room	1	1	@ 250 nsf	250
Workout Room	10 to 12	1	@ 400 nsf	400
Shower and Lockers	3	2	@ 200 nsf	400
Dive Locker Room	1	1	@ 60 nsf	60
Lunch Room	12	1	@ 240 nsf	240
<i>Subtotal Shared Administrative Areas</i>				2,650

## Space and Adjacency Detail

### Detailed Space List

	Capacity	Quantity	Unit Net SF	Total Net SF
<b>Office Spaces</b>				
<b>IT</b>				
MIS IT Contractor with work bench	1	1	@ 120 nsf	120
Server Room with Storage	1	1	@ 120 nsf	120
<i>Subtotal IT</i>				240
<b>Health Services</b>				
Exam Rooms	2	2	@ 80 nsf	160
Waiting Area/ Reception/ Records	2	1	@ 150 nsf	150
Offices	1	3	@ 120 nsf	360
Medical Supply Room	1	1	@ 64 nsf	64
Lab	1	1	@ 100 nsf	100
Utility Room with "Dirty" Sink	1	1	@ 36 nsf	36
Unisex Restroom	1	1	@ 64 nsf	64
Assessment	1	1	@ 100 nsf	100
<i>Subtotal Medical</i>				1,034
<b>Museum/ Archives</b>				
Lobby	1	1	@ 100 nsf	100
Safe/ Vault for Archives	1	1	@ 60 nsf	60
Display	1	1	@ 540 nsf	540
Totem Pole with protective covering (outdoors)	1	1	@ 0 nsf	0
<i>Subtotal Museum/ Archives</i>				700
<b>Total Net SF Office Spaces</b>				<b>11,014</b>
<i>x 1.35 for Circulation</i>				
<b>Usable SF Office Spaces</b>				<b>14,869</b>
<i>x 1.15 for Add-on Factor</i>				
				17,099
<b>Rentable SF Office Spaces</b>				round to <b>17,100</b>

*Asme* *SP*

# Space and Adjacency Detail

## Detailed Space List

Capacity Quantity Unit Net SF Total Net SF

### Shops Complex Spaces (includes maintenance shops, boat shed, and electronic shop/ lab)

#### Boat Shed

Boiler Shed	1	1	@ 50 nsf	50
Repair and Storage Space	1	1	@ 2,212 nsf	2,212
<i>Subtotal Other Program Support Space</i>				2,262

#### Electronics Engineering Branch (EEB) Shop

Team Leader Office	1	2	@ 100 nsf	200
Depot Manager Office	1	1	@ 100 nsf	100
Electronics Tech Workstation & Bench (Used by 2 techs)	2	11	@ 182 nsf	2,002
<i>Subtotal Electronics Engineering Branch Shop</i>				2,302

#### Maintenance Shops

Facilities Manager Office	1	1	@ 120 nsf	120
Maintenance Mechanic Workstation	1	2	@ 72 nsf	144
Wood Shop	1	1	@ 760 nsf	760
Machine Shop	1	1	@ 760 nsf	760
Paint Booth	3	1	@ 120 nsf	120
Shower (attached to building shell restrooms)	1	2	@ 32 nsf	64
Tool Room	1	1	@ 120 nsf	120
Storage	1	1	@ 175 nsf	175
<i>Subtotal Shops</i>				2,263

**Total Net SF Shop Complex**

actual

**6,827**

*x 1.2 for Circulation*

**Usable SF Shop Complex**

**8,192**

*x 1.05 for Add-on Factor*

**Rentable SF Shop Complex**

**8,602**

round to

**8,600**

*[Signature]*

*[Signature]*

## Space and Adjacency Detail

### Detailed Space List

	Capacity	Quantity	Unit Net SF	Total Net SF
<b>Warehouse *</b>				
Short Term Storage for EEB (near Shipping and Receiving)		1	@ 150 nsf	150
Short Term Storage, Shipping & Receiving		1	@ 500 nsf	500
Storage for MEB Repair Parts		1	@ 300 nsf	300
Storage for Operations		1	@ 500 nsf	500
Storage for Ships		1	@ 600 nsf	600
Secure Storage (for Laptops, Deemed Export, Highly Sensitive Items)	1	1	@ 72 nsf	72
Secure Equipment Storage		1	@ 150 nsf	150
Equipment Mockups for Training		1	@ 800 nsf	800
Mock-up Area for Repair and Training	1	1	@ 500 nsf	500
Storage for Repair Parts and Test Equipment	1	1	@ 120 nsf	120
EEB Long Term Warehouse Storage (16' rack height)		1	@ 1,110 nsf	1,110
Materials Handler	1	1	@ 72 nsf	72
Mailroom	1	1	@ 120 nsf	120
Walk-in Vault for Ammunitions		1	@ 100 nsf	100
Wash-down Area with Emergency Shower	1	1	@ 50 nsf	50
<i>Subtotal Warehouse</i>				5,144

**Total Net SF Warehouse**

actual

**5,144**

*x 1.0 for Circulation*

**Usable SF Warehouse**

**5,144**

*x 1.05 for Add-on Factor*

**Rentable SF Warehouse**

**5,401**

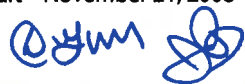
round to

**5,400**

**Room Data Sheet****Division:****Space Name:** All Building Standard Spaces \*

<u>Requirement</u>	<u>Building Standard *</u>	<u>Other Than Building Standard</u>	<u>Tenant Improvement</u>	<u>Building Shell</u>
<b>Architectural</b>				
Floor Finish	Carpet		X	
Ceiling Finish	Acoustical Tile			X
Wall Finish	Painted GWB		X	
Base	X		X	
Doors and Hardware	X		X	
Window Covering	Blinds		X	
Acoustical Privacy	STC of 50 recommended for all office areas		X	
<b>Security</b>				
Security	X		X	X
<b>Electrical</b>				
Electrical Power	X			X
Electrical Outlets	X		X	
Data/IT	X (not wireless)		X	
Communications	X		X	
Lighting FC	X			X
Lighting Controls	X	Occupancy Sensors		X
<b>HVAC</b>				
Distribution	Heat and air conditioning required for all areas in all buildings			X
Controls	X			X
Specialized Exhaust	N/A			
<b>Plumbing</b>				
	N/A			
<b>Fire Systems</b>				
	X			X
<b>Other</b>				
		Views to Outside		X

\* Refer to SFO for additional description of building standard requirements





## Administrative Building

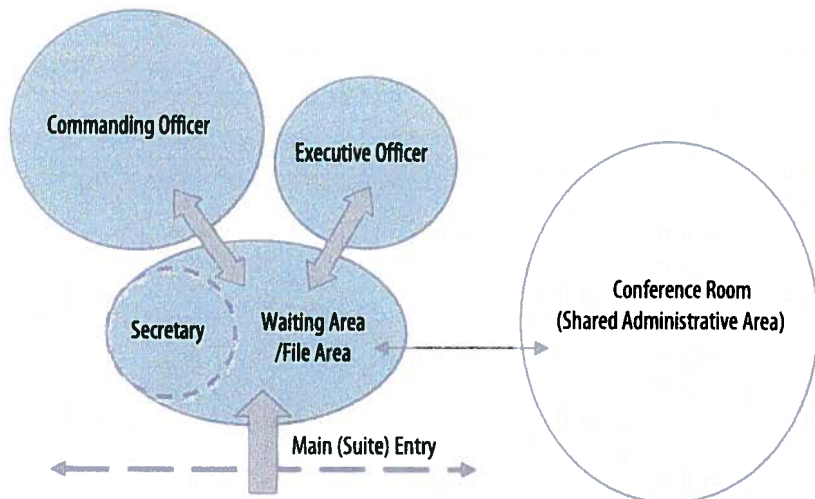
 

## Command Suite

### Spatial Requirements

	Capacity	Quantity	Unit Net SF	Total Net SF
<b>Office Spaces</b>				
<b>Command Suite</b>				
Commanding Officer	1	1	@ 250 nsf	250
Executive Officer	1	1	@ 150 nsf	150
Secretary	1	1	@ 120 nsf	120
Waiting Area	1	1	@ 100 nsf	100
Shared Files	1	1	@ 100 nsf	100
<i>Subtotal Command Suite Office Space</i>				720

### Adjacency Diagram



*Handwritten signatures: @fmy and JB*

## Space and Adjacency Detail

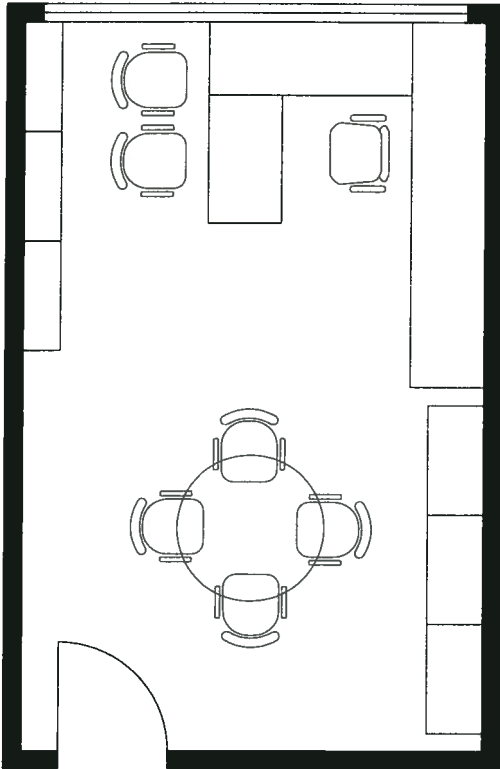
### Command Suite

#### Data Sheets

##### Room Data Sheet – Commanding Officer

Refer to Building Standard Data Sheet

##### Test Fit – Commanding Officer



##### Furniture and Equipment – Commanding Officer

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
1	Small conference table for 4
TBD	Book Cases
TBD	File Cabinets

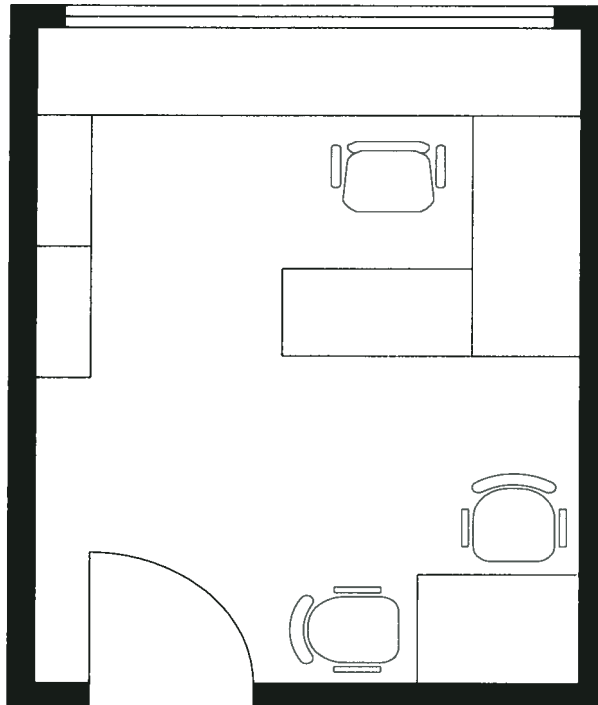
\*All furniture and equipment to be government issued, government installed.

*Handwritten signatures in blue ink.*

### Room Data Sheet – Executive Officer

Refer to Building Standard Data Sheet

### Test Fit – Executive Officer



### Furniture and Equipment – Executive Officer

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
1	Small Table for 2
TBD	Book Cases

\*All furniture and equipment to be government issued, government installed.

*Handwritten signatures in blue ink.*

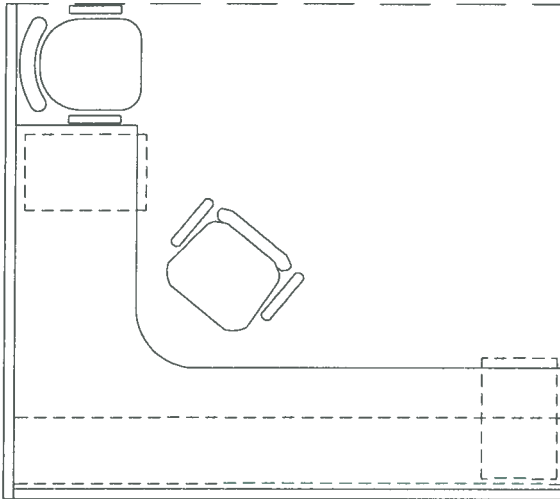
## Space and Adjacency Detail

### Command Suite

#### Room Data Sheet – Secretary

Refer to Building Standard Data Sheet

#### Test Fit – Secretary Workstation



#### Furniture and Equipment – Secretary

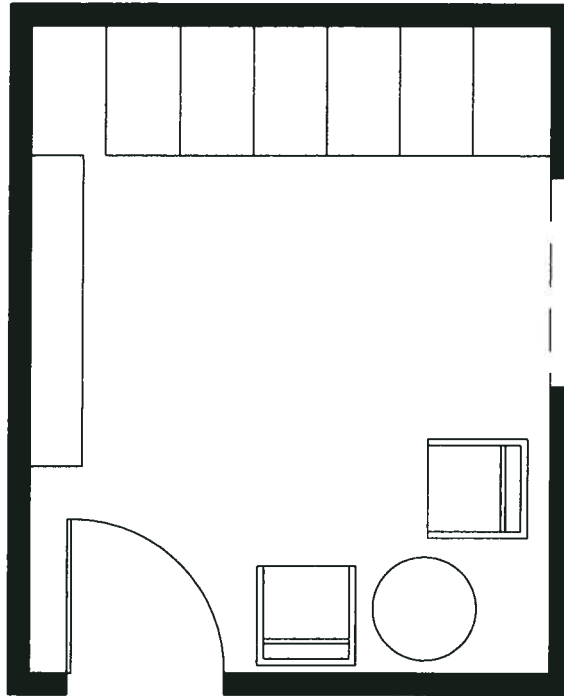
Qty	Type
1	Workstation/Desk
1	Desk Chair
1	Guest Chairs
2	Under Desk File Cabinets
TBD	Adjustable Shelving

\*All furniture and equipment to be government issued, government installed.

@Jm JB

**Room Data Sheet – Waiting and File Area**

Refer to Building Standard Data Sheet

**Test Fit – Waiting and File Area****Furniture and Equipment – Waiting and File Area**

Qty	Type
2	Guest Chairs
TBD	File Cabinets
TBD	Adjustable Shelving
1	Coffee Table

---

\*All furniture and equipment to be government issued, government installed.

*Qym* *JB*

## Space and Adjacency Detail

### Command Suite

---

*This page intentionally left blank*

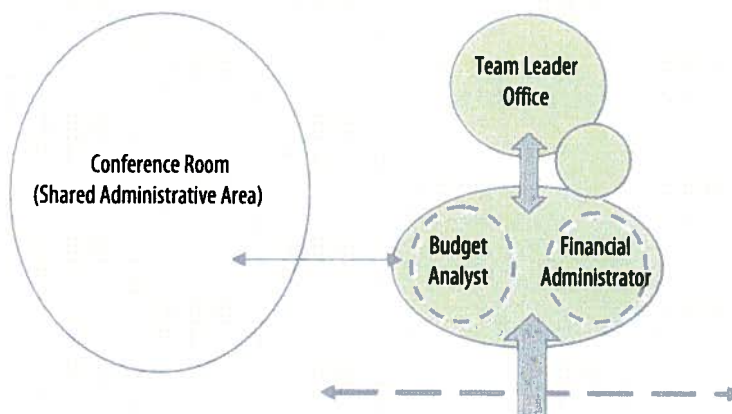


## Budget Office (Resource Management Branch)

### Spatial Requirements

	Capacity	Quantity	Unit Net SF	Total Net SF
<b>Office Spaces</b>				
<b>Budget Office (Resource Management)</b>				
Team Leader Office	1	1	@ 120 nsf	120
Budget Analyst Workstation	1	1	@ 72 nsf	72
Financial Administrator Workstation	2	1	@ 72 nsf	72
Shared Files	1	1	@ 36 nsf	36
<i>Subtotal Budget Office Space</i>				300

### Adjacency Diagram



*[Handwritten signatures]*



## Space and Adjacency Detail

### Budget Office (Resource Management Branch)

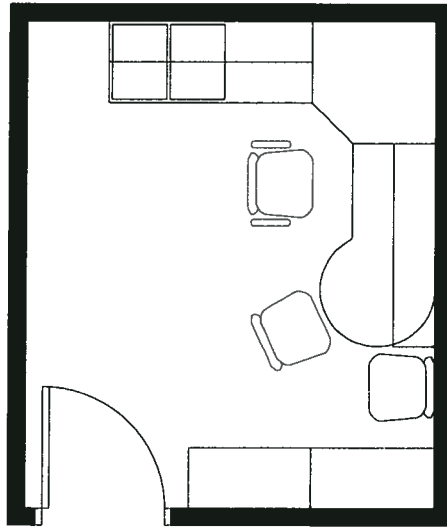
---

#### Data Sheets

##### Room Data Sheet – Team Leader Office

Refer to Building Standard Data Sheet

##### Test Fit – Team Leader Office



##### Furniture and Equipment – Team Leader Office

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
2	Under Desk File Cabinets
TBD	File Cabinets

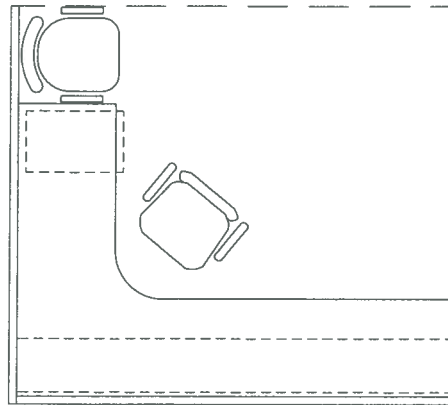
---

\*All furniture and equipment to be government issued, government installed.

### Room Data Sheet – Budget Analyst Workstation

Refer to Building Standard Data Sheet

### Test Fit – Budget Analyst Workstation



### Furniture and Equipment – Budget Analyst Workstation

Qty	Type
1	Workstation/Desk
1	Desk Chair
1	Guest Chairs
1	Under Desk File Cabinets
TBD	Adjustable Shelving

\*All furniture and equipment to be government issued, government installed.

## Space and Adjacency Detail

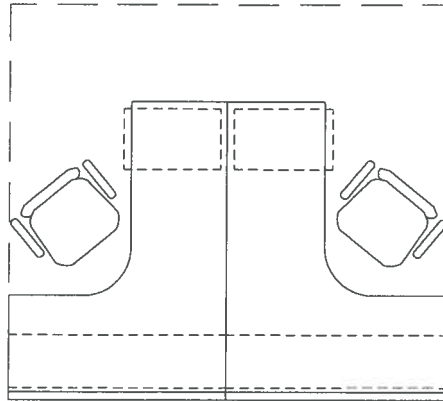
### Budget Office (Resource Management Branch)

---

#### Room Data Sheet – Financial Administrator Workstation

Refer to Building Standard Data Sheet

#### Test Fit – Financial Administrator Workstation



#### Furniture and Equipment – Financial Administrator Workstation

Qty	Type
2	Workstations/Desks
2	Desk Chairs
2	Under Desk File Cabinets
TBD	Adjustable Shelving

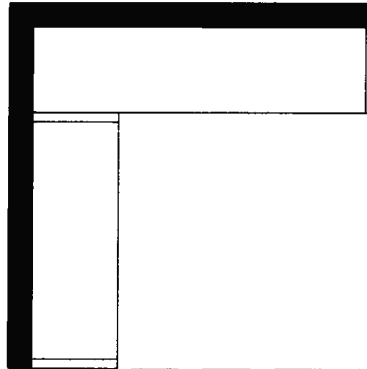
---

\*All furniture and equipment to be government issued, government installed.

**Room Data Sheet – Files**

Refer to Building Standard Data Sheet

**Test Fit – Files**



**Furniture and Equipment – Files**

Qty	Type
TBD	File Cabinets

\*All furniture and equipment to be government issued, government installed.

*RFM JB*

## Space and Adjacency Detail

---

*This page intentionally left blank*

Two handwritten signatures in blue ink are located at the bottom left of the page. The first signature is a cursive name, and the second is a stylized monogram or set of initials.

## Marine Personnel Branch (MPB)

## Spatial Requirements

Capacity   Quantity   Unit Net SF   Total Net SF

## Office Spaces

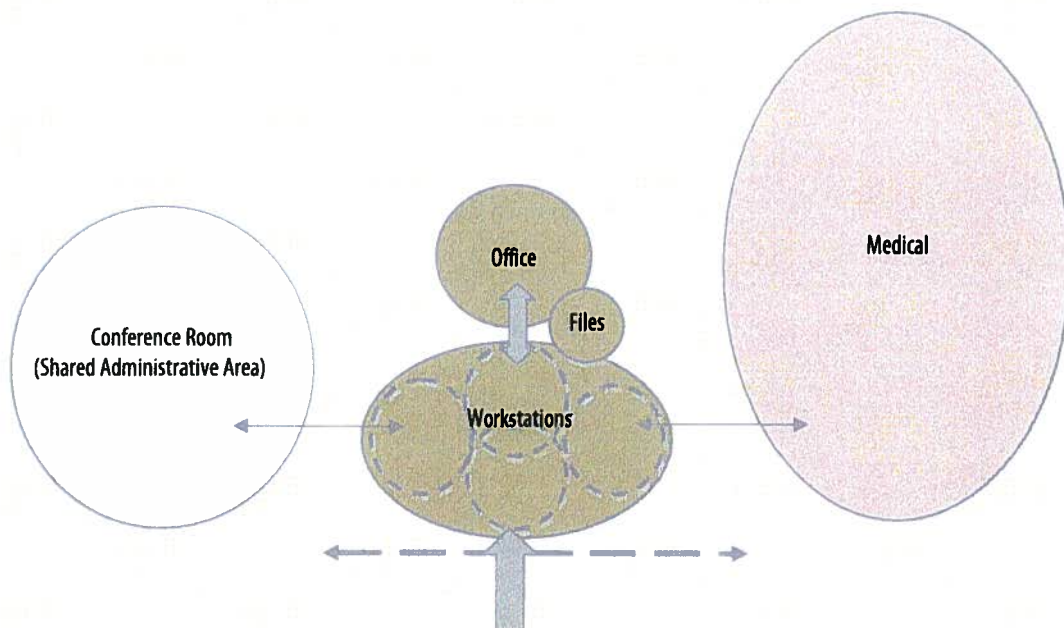
## Marine Personnel Branch (MPB)

Office	1	1	@ 120 nsf	120
Workstations	1	4	@ 72 nsf	288
Shared Files	1	1	@ 36 nsf	36

Subtotal Marine Personnel Branch Office Space

444

## Adjacency Diagrams



*[Handwritten signatures]*

## Space and Adjacency Detail

### Marine Personnel Branch

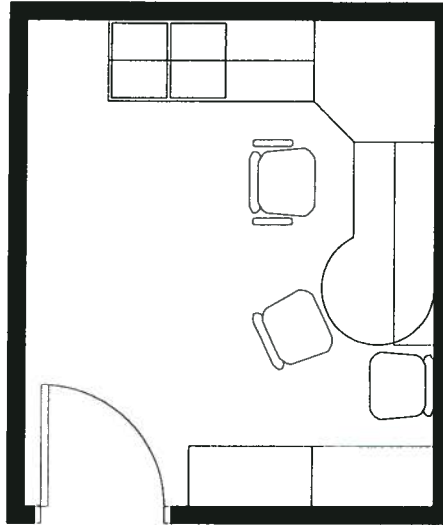
---

#### Data Sheets

##### Room Data Sheet – MPB Office

Refer to Building Standard Data Sheet

##### Test Fit – MPB Office



##### Furniture and Equipment – MPB Office

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
2	Under Desk File Cabinets
TBD	File Cabinets

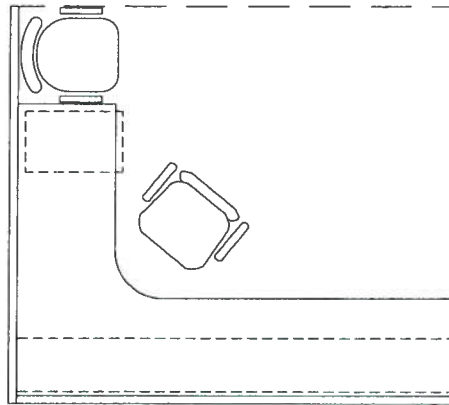
---

\*All furniture and equipment to be government issued, government installed.

*Handwritten signatures: @Lmy and JB*

**Room Data Sheet – MPB Workstations**

Refer to Building Standard Data Sheet

**Test Fit – MPB Workstations****Furniture and Equipment – MPB Work Stations**

Qty	Type
1	Workstation/Desk
1	Desk Chair
1	Guest Chairs
1	Under Desk File Cabinets
TBD	Adjustable Shelving

\*All furniture and equipment to be government issued, government installed.



## Space and Adjacency Detail

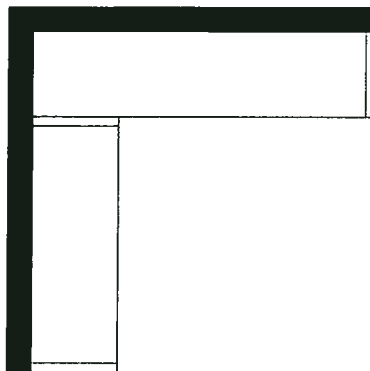
### Marine Personnel Branch

---

#### Room Data Sheet – MPB Files

Refer to Building Standard Data Sheet

#### Test Fit – MPB Files



#### Furniture and Equipment – MPB Files

Qty	Type
TBD	File Cabinets

---

\*All furniture and equipment to be government issued, government installed.

## Marine Operations Section

### Spatial Requirements

Capacity    Quantity    Unit Net SF    Total Net SF

#### Office Spaces

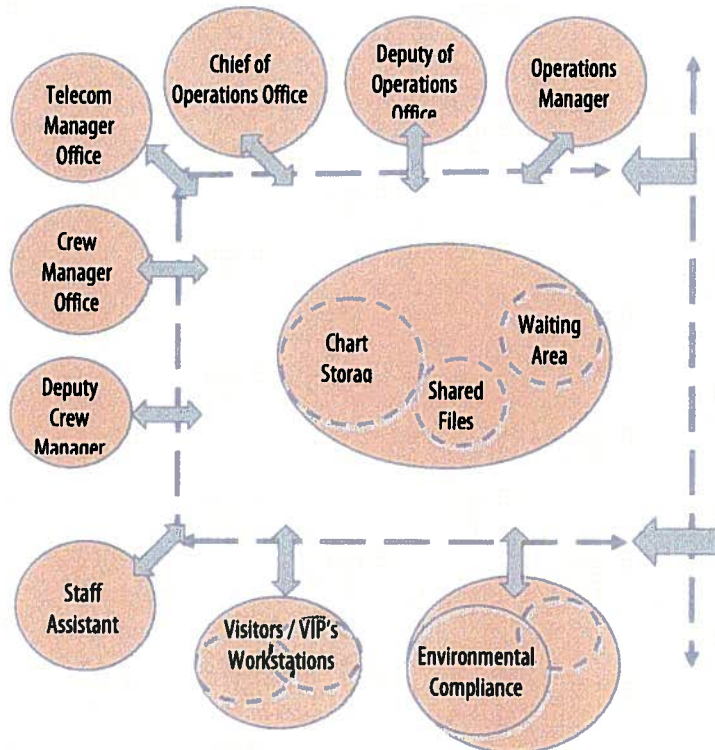
##### Marine Operations Section

Chief of Operations Office	1	1	@ 150 nsf	150
Deputy of Operations Office	1	1	@ 120 nsf	120
Crew Manager Office	1	1	@ 120 nsf	120
Deputy Crew Manager Workstation	1	1	@ 72 nsf	72
Operations Manager	1	1	@ 120 nsf	120
Environmental Compliance Office	1	1	@ 120 nsf	120
Environmental Compliance Workstation	1	1	@ 72 nsf	72
Staff Assistant Office	1	1	@ 120 nsf	120
Telecommunications Manager Office	1	1	@ 120 nsf	120
Workstations for Visitors/ VIP's	1	2	@ 72 nsf	144
Chart Storage (Large Flat Files)	1	1	@ 120 nsf	120
Print Station	1	1	@ 36 nsf	36
Waiting Area	1	1	@ 72 nsf	72
Shared Files	1	1	@ 72 nsf	72

Subtotal Marine Operations Office Space

1,458

### Adjacency Diagrams



*Handwritten signatures and initials.*

## Space and Adjacency Detail

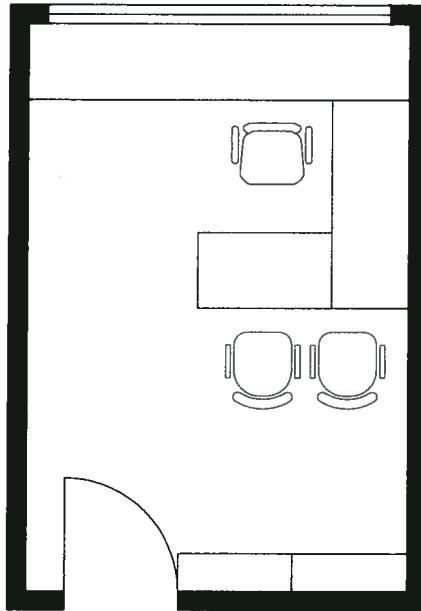
### Marine Operations Section

#### Data Sheets

##### Room Data Sheet – Chief of Operations Office

Refer to Building Standard Data Sheet

##### Test Fit – Chief of Operations Office



##### Furniture and Equipment – Chief of Operations Office

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
TBD	Book Cases

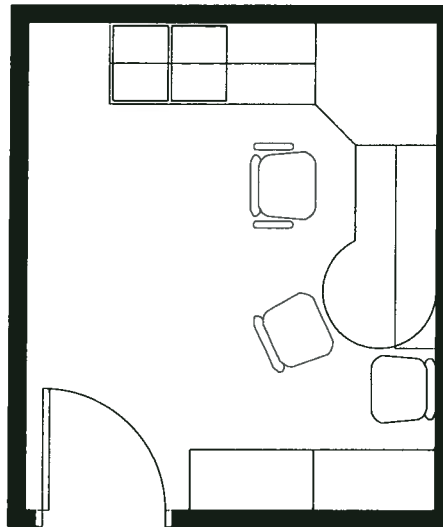
\*All furniture and equipment to be government issued, government installed.

*Handwritten signature: @Lum JB*

**Room Data Sheet – Deputy of Operations Office**

Refer to Building Standard Data Sheet

**Test Fit – Deputy of Operations Office**



**Furniture and Equipment – Deputy of Operations Office**

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
2	Under Desk File Cabinets
TBD	File Cabinets

\*All furniture and equipment to be government issued, government installed.

*Handwritten signatures in blue ink.*

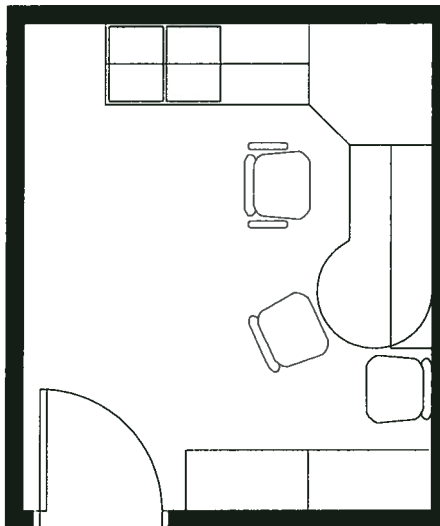
## Space and Adjacency Detail

### Marine Operations Section

#### Room Data Sheet – Deputy Crew Manager Office

Refer to Building Standard Data Sheet

#### Test Fit – Deputy Crew Manager Office



#### Furniture and Equipment – Deputy Crew Manager Office

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
2	Under Desk File Cabinets
TBD	File Cabinets

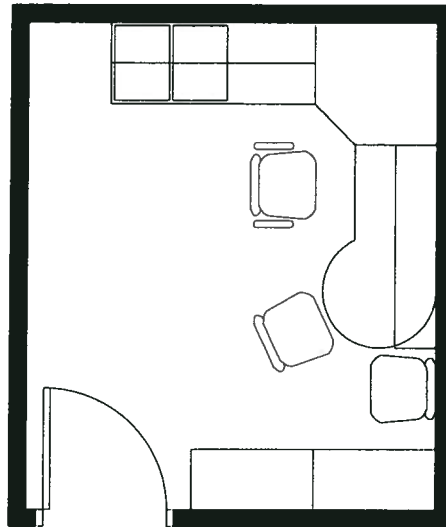
\*All furniture and equipment to be government issued, government installed.

*Handwritten signatures in blue ink.*

**Room Data Sheet – Operations Manager**

Refer to Building Standard Data Sheet

**Test Fit – Operations Manager**



**Furniture and Equipment – Operations Manager**

Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
2	Under Desk File Cabinets
TBD	File Cabinets

\*All furniture and equipment to be government issued, government installed.

*Handwritten signatures in blue ink.*

## Space and Adjacency Detail

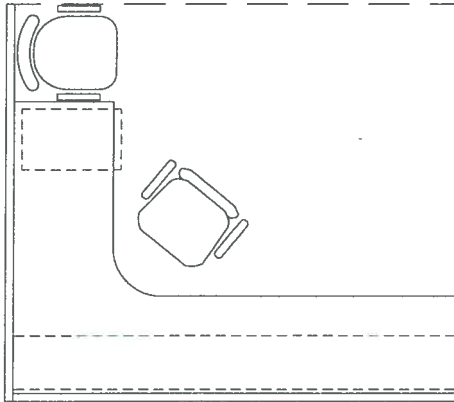
### Marine Operations Section

---

#### Room Data Sheet – Environmental Compliance

Refer to Building Standard Data Sheet

#### Test Fit – Environmental Compliance Workstation



#### Furniture and Equipment – Environmental Compliance

Qty	Type
1	Workstation/Desk
1	Desk Chair
1	Guest Chair
1	Under Desk File Cabinet
TBD	Adjustable Shelves

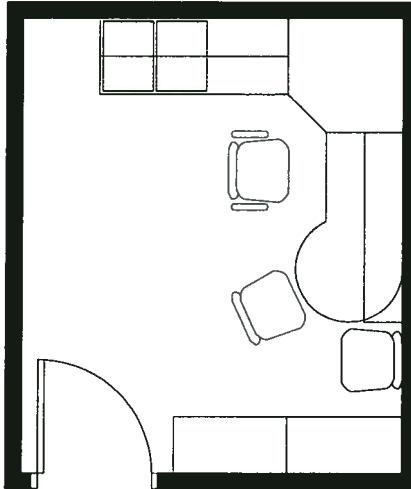
\*All furniture and equipment to be government issued, government installed.

Handwritten signatures in blue ink.

**Room Data Sheet – Staff Assistant Office**

Refer to Building Standard Data Sheet

**Test Fit – Staff Assistant Office**



**Furniture and Equipment – Staff Assistant**

Qty	Type
1	Workstation/Desk
1	Desk Chair
1	Guest Chair
1	Under Desk File Cabinet
TBD	Adjustable Shelves

\*All furniture and equipment to be government issued, government installed.

*CSM JB*



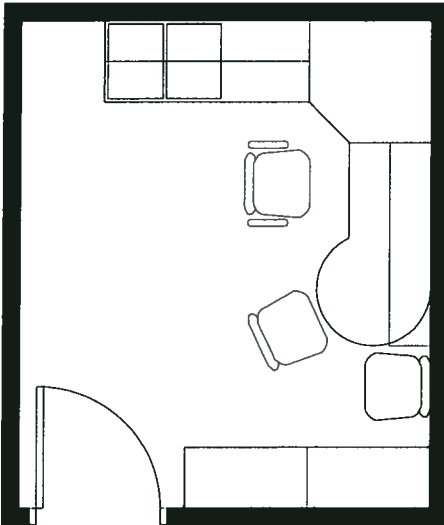
## Space and Adjacency Detail

### Marine Operations Section

#### Room Data Sheet – Telecommunications Manager Office

Refer to Building Standard Data Sheet

#### Test Fit – Telecommunications Manager Office



#### Furniture and Equipment – Telecommunications Manager Office

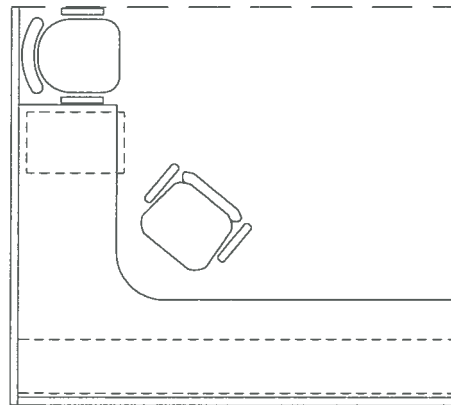
Qty	Type
1	Workstation/Desk
1	Desk Chair
2	Guest Chairs
2	Under Desk File Cabinets
TBD	File Cabinets

\*All furniture and equipment to be government issued, government installed.

### Room Data Sheet – Workstations for Visitors/VIPs

Refer to Building Standard Data Sheet

### Test Fit – Workstations for Visitors/VIPs



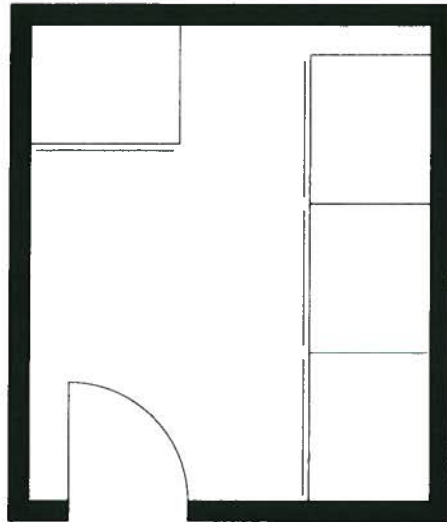
### Furniture and Equipment – Workstations for Visitors/VIPs

Qty	Type
1	Workstation/Desk
1	Desk Chair
1	Guest Chair
1	Under Desk File Cabinet
TBD	Adjustable Shelves

\*All furniture and equipment to be government issued, government installed.

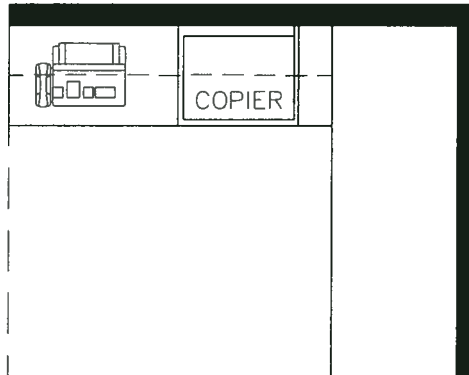
*Handwritten signatures: [Signature] JB*

**Test Fit – Chart Storage (Large Flat Files)**



**Room Data Sheet – Print Station**

Refer to Building Standard Data Sheet

**Test Fit – Print Station****Furniture and Equipment – Print Station**

Qty	Type
1	Fax
2	Copy
TBD	File Cabinets
1	Table for Collating, Stapling

\*All furniture and equipment to be government issued, government installed.

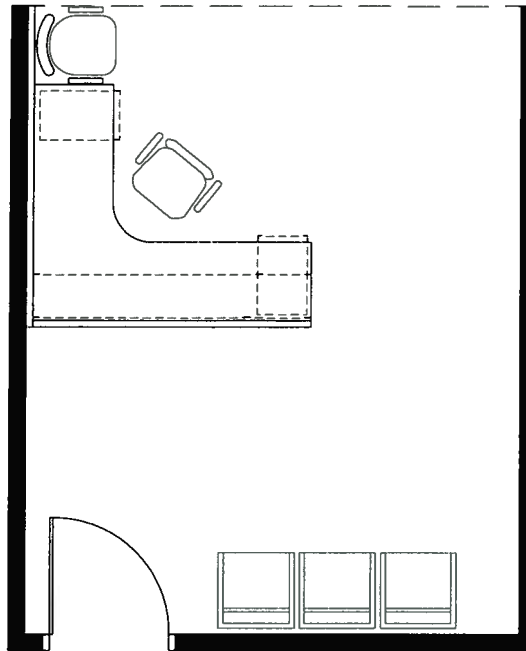
## Space and Adjacency Detail

### Marine Operations Section

#### Room Data Sheet – Lobby/Waiting Area with Reception Desk

Refer to Building Standard Data Sheet

#### Test Fit – Lobby/Waiting Area with Reception Desk



#### Furniture and Equipment – Lobby/Waiting Area with Reception Desk

Qty	Type
1	Workstation/Desk
1	Desk Chair
4	Guest Chair
2	Under Desk File Cabinet
TBD	Adjustable Shelves

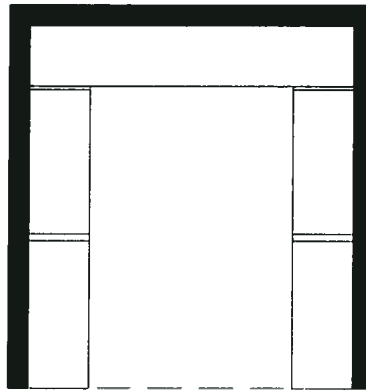
\*All furniture and equipment to be government issued, government installed.

*CFM JB*

**Room Data Sheet – Marine Operations Files**

Refer to Building Standard Data Sheet

**Test Fit – Marine Operations Files**



**Furniture and Equipment – Marine Operations Files**

Qty	Type
TBD	File Cabinets

\*All furniture and equipment to be government issued, government installed.

*[Handwritten signatures]*